



HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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MINUTES

LEPC Meeting, May 12, 2004

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held May 12, 2004 at the Wally's Restaurant, in East Ridge, Tennessee.

Those in attendance were:

Jamie Farrow, BWSC, **Chairperson**
Bruce Garner, Chatt. FD, **First V/Chairman**
Randall Ricketts, Health Dept., **V/Chairman**
Richard Twitchell, Self, **V/Chairman**
Bill Tittle, Chief, Emer. Mgmt., **V/Chairman**
Dane Creel, **V/Chairman**
Wayne Stuntz, **Secretary/Treasurer**
David Darnell, BASF
Brian Lopez-Cepero, Self
Tim McDonald, Chattanooga Stormwater

Caroline Williams, LWV
Jean Croft, **(Visitor)**
Maureen Handler, Environmental Response
Dusty Rominger, W.R. Grace
Jim Parks, Health Dept.
Kevan Parker, HEPACO, Inc.
C.R. Goodner, RACES
Andrew Porter, U.S. EPA, Region 4 (Guest Speaker)
David Debuty, Security Engineers Inc. **(Visitor)**

The Chairman called the meeting to order at 10:36 a.m. and welcomed all in attendance.

Old Business:

- Motion to accept March 10, 2004 meeting minutes, as written, was made, seconded and approved by Committee at large.
- LEPC Financial report was given by the Secretary and approved as written.

New Business:

- Mr. David Darnell introduced to the Committee a proposed "Letter of Support" to the Director, Office of Homeland Security in Washington, D.C. on behalf of the Chattanooga Fire Department to secure funds under the Fire Act Grant to purchase needed specialized structural/rescue equipment and related training. Several members of the LEPC signed a petition to the letter and Mr. Darnell forwarded the letter to the Office of Homeland Security.
- Chief Bill Tittle commented that the Department of Homeland Security has earmarked \$3.2M of which most will go to various agencies in a ten (10) county district to fund acquiring much needed specialized structural/rescue equipment for technical rescue, confined space rescue and

enhance the Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) Team capabilities.

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- **Update of Sub-Committees:**
- Ms. Farrow asked subcommittee chairpersons to speak briefly regarding their subcommittee.

Training subcommittee:

- Chief Tittle, Subcommittee Chair said also that money has been allocated for training Community Emergency Response Teams (CERTs). Training civilians in basic firefighting skills, first aid and extrication skills and that Chattanooga-Hamilton County Rescue has agreed to take on the responsibility of training CERTs in the community.

Plans subcommittee:

- Randal Ricketts, Subcommittee Chairman is asking for assistance from members to help break down the current LEPC plan into sections and work on it in sections. Suggestion was made to looking into the cost of having the plan professionally scanned in electronic form rather than start typing from scratch. Up for further discussion.

Exercise subcommittee:

- Dane Creel, Subcommittee Chairman. Dane said that he was looking into prospective companies to host the fall exercise. Mr. Bruce Garner interjected and said that he has spoken with two (2) members of the Chattanooga Petroleum & Chemical Association who agreed to host the fall exercise. Location and dates to be announced.

Membership subcommittee: Mr. Richard Twitchell, in addressing the results of the "LEPC attendance" letter that was sent to primary LEPC members who missed three consecutive meetings, said that it has been difficult contacting those members due to personnel changes within the companies, and also those that either closed and/or changed ownership. He said he was continuing his efforts to contact these companies.

Public Outreach subcommittee:

- Mike Beavers, Subcommittee Chairman not in attendance. Ms Farrow spoke on his behalf. Jamie passed out a proposed letter addressed to Ms Pam Durham, County Fair subcommittee member requesting that a booth be reserved for the LEPC at the County Fair again this year.
- Ms Farrow made a motion, that in order to attract more people at the booth, that the LEPC purchase two (2) Shelter Kits to be raffled off at the fair along with "temporary" tattoos for children who visited the booth. Motion carried with the stipulation that total cost not exceed \$500.00.
- Ms Maureen Handler recommended that the LEPC look into the cost of digitizing the LEPCs "Shelter-in-Place" video and possibly handing it out during public outreach

programs. Ms Handler said that the cost of reproducing CDs is minimal compared to video re-productions.

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- Mr. Randall Ricketts said he would look into the possibility of utilizing the Health Departments equipment to digitize the video to a CD master.
- Chairman Farrow made an appeal to the committee to show greater membership participation at the LEPC booth this year at the County Fair—asking other members step forward and help out.

Programs subcommittee: Mike Brooks, Programs Subcommittee Chairperson was not in attendance.

Speaker:

- Mr. Stuntz introduced Mr. Andrew Porter from EPA's Emergency Planning and Community Right-to-Know Program, Region 4, Atlanta, GA. We wish to thank Mr. Porter who provided an excellent slide presentation of Tier 2 Submit; a program developed by EPA for companies to submit Tier II information electronically.
 - The program is CAMEO based which imports Tier II reports into electronic form.
 - Companies can download Tier 2 Submit off of EPAs website and includes a database of chemical information
 - Mr. Porter provided a complete demonstration of necessary data that make up an electronic version of Tier II reporting requirements.
 - The LEPC has agreed to look further into enabling Hamilton County companies to electronically submit Tier II reports. The LEPC will also look into having EPA conduct free CAMEO classes in Hamilton County to emergency response organizations.

Meeting Adjournment:

- Meeting adjourned just prior to Noon.

Next Meeting:

- Next meeting will be **July 21, 2004, 10:30 a.m.** at Wally's Restaurant in East Ridge, Tennessee.